

**SHADE TREE REGULAR MEETING MINUTES
OCTOBER 15, 2019**

Meeting Called to Order: 7:06 p.m.

Members in Attendance: K. Halpin, S. Marr, G. Pohorely, D. Butler
Absent: S. McDonald

MINUTES:

Regular Meeting

The Washington Borough Shade Tree Commission Meeting was called to order and the “Open Public Meetings Act” read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Tuesday, October 15, 2019. A Motion was made by G. Pohorely and seconded by D. Butler that the minutes be approved for the meeting of September 10, 2019.

Ayes: 4, Nays: 0
Motion Carried

COMMUNICATIONS:

1. Arbor Day Newsletter: September/October 2019 - This will be filed for future reference.
2. Tree City Bulletin: 2019 Annual Report -This will be filed for future reference.
3. The Shade Tree Bi-Monthly Bulletin: September - October 2019 -This will be filed for future reference

OLD BUSINESS:

1. Grand Avenue Streetscape – Property owner (Sean Butler) from 192 West Washington Ave. attended the meeting to discuss his concern about the Grand Avenue tree plantings. Mr. Butler’s rental property is on the corner of West Washington and Grand Avenue and is designated for a new tree on the Grand Ave. side. He does not want a tree due to potential issues with roots and also having branches too close to the house. K. Halpin explained to Mr. Butler that the replacement trees will be planted with root barriers to prevent future sidewalk damaged. They have also selected columnar type trees which will grow upward and not spread towards his house. The Commissioners offered to revisit the location on Grand Ave. to possibly change the spacing near Mr. Butler’s corner property. Mr. Butler was agreeable with the Commissioners’ response and will be contacted regarding any changes to the tree location.
2. Maintenance Proposal Review – Some of the remaining items on the latest maintenance proposal had to be postponed until 2020. The Shade Tree budget is limiting the remaining work in 2019 to two priority sites. A hazardous Maple tree at the Borough Park needs to be removed and a tree needs to be replaced at 47 Alvin Sloan Avenue. The other locations on the existing maintenance list will be scheduled next year.
3. 47 Alvin Sloan Avenue – Property owner, Robert Cammarota will be notified when the Red Maple is delivered and scheduled to be planted. This is a replacement that Mr. Cammarota requested due to a miscommunication regarding a tree removal in the past.

4. 35 Alvin Sloan Avenue – The property owner (John Cullen) requested a tree be evaluated. It was recommended that the tree be evaluated by a professional service in the Spring, when the leaves are visible. Mr. Cullen will be notified of this response.
5. 201 Belvidere Avenue – Property Owners (Paul & Natalie DePretis) submitted a letter to the Shade Tree Commission seeking permission to remove a town tree due to excavation work on their property. The main water line and sewer line needs to be replaced. The Commissioners prefer that the tree remain. However, a removal can occur if there is no other alternative during the repair process. A letter will be sent to the owners stating that the removal would be at their own expense and they are required to hire a licensed professional tree service.
6. 338 North Prospect St.- Property Owner (Rita Heinrich) requested help removing the excess stump chips from her property. Although this is the homeowner’s responsibility, G. Pohorely offered to see if he could transfer some of the chips to another location.
7. 2019 Woodlands Stewardship Program – S. Marr attended the 3 ½ day program near Stokes State Forest in Sussex County. It was very informative and S. Marr highly recommended the program for future attendees. The program also provided additional CEU credits for participants.
8. Washington Meadows Development – K. Halpin reported that DPW workers (Darryl and Shane) elevated town trees along Alvin Sloan Ave. and Lambert St. The development needs additional attention with trimming in the future. This area will be kept on the maintenance list when additional funds are available.
9. State Reimbursement Checks – The State Forestry Service sent checks for the completion of the Green Communities Grant (\$3,000.00) and partial payment for the CSIP grant (\$14,578.20). The remaining balance (\$1,621.80) will be sent next year after reporting that all newly planted (26) trees have remained healthy.

NEW BUSINESS:

1. Borough Park Hazardous Tree – A potentially hazardous tree was reported near the basketball court at the Borough Park. Since the Shade Tree’s budget was depleted, Sunshine Tree & Landscape trimmed the tree and the funds were expended out of the Buildings and Grounds line item. This was approved by the Borough Manager.
2. Borough Park Inventory List – G. Pohorely reviewed the condition of the Borough Park and prepared an itemized list of necessary tree maintenance. The assessment included an estimate of the cost and recommendations. This information was addressed to the Borough Manager, DPW Supervisor and all Shade Tree Commissioners.
3. 2020 Budget Worksheet – The annual budget worksheet was discussed and all Commissioners agreed to request an additional \$2,000 for 2020. K. Halpin will prepare a brief narrative supporting the request for additional funds. This will be submitted by the deadline for the Borough Manager and CFO to review.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. Marr and seconded by G. Pohorely that the meeting be adjourned at 8:06 p.m.

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming